

**INSTRUCTIONS FOR SERVICE COMPANY  
CHANGE OF REGISTRATION INFORMATION  
FORM NO. RWM-706**

**SECTION A**

**1. VERIFICATION INFORMATION**

Enter your Full Legal Business Name, TDA Client Number, and TDA License Number.

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**SECTION B**

**1. EQUIPMENT TO BE SERVICED**

Please indicate which class(es) of equipment your company will service in the box(es) provided. The fee applies to each class indicated.

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**SECTION C**

**1. INSURANCE INFORMATION**

Please list the name of your insurance company and the name of your local insurance agency. Please list the name, address, business phone, and fax number of your local insurance agent in the spaces provided.

**2. POLICY INFORMATION**

Please list the number, effective date, expiration date and limits of your insurance policy in the spaces provided and provide a copy of the Certificate of Insurance.

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**SECTION D**

**NOTE: Texas Department of Agriculture only accepts checks, cashier's checks, or money orders.**

**1. PAYMENT**

Fee is \$100.00 per Class.

Check method of payment. Enter check number or money order number. Enter amount remitted.

Please remit to: Texas Department of Agriculture, P.O. Box 12076, Austin, TX. 78711-2076.

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## **SECTION E**

### **1. SIGNATURE**

After reading the summary, print and sign your name, and date the form. Your signature here indicates that you have read the summary and that you are aware of your responsibilities regarding the issuance of the requested license.

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## **SECTION F**

**Please note that an incomplete application may result in processing delays.**

### **1. CHECKLIST**

Check all boxes to verify you have completed the application process and attached/enclosed the necessary items (e.g., payment, security seal, copy of certificate of insurance, calibration, and calibration date).